

# Request For Duplicate W-2

LAST UPDATED: 2/8/21

## Employee Contact Information

**Important! Active students** should complete this request online via Self Service at [www.princeton.edu/tigerhub](http://www.princeton.edu/tigerhub). **Active faculty and staff** should complete this request online via [www.princeton.edu/selfservice](http://www.princeton.edu/selfservice)

FIRST NAME	MIDDLE INITIAL	LAST NAME	PUID #
PHONE NUMBER	EMAIL ADDRESS		

## Request Details

DATE OF REQUEST	TAX YEAR(S)		
REASON FOR REPLACEMENT			
<input type="checkbox"/> Never Received	<input type="checkbox"/> Lost	<input type="checkbox"/> Damaged	<input type="checkbox"/> Other:
MAIL REPLACEMENT TO			
STREET ADDRESS			CITY/TOWN
STATE/PROVINCE	ZIP/POSTAL CODE	COUNTRY	
My current address has changed. Please update university systems to this new address:			
STREET ADDRESS			CITY/TOWN
STATE/PROVINCE	ZIP/POSTAL CODE	COUNTRY	

## Signature

NAME (PRINT NAME)	DATE	SIGNATURE
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• **Send the original, signed form to the Financial Service Center, 7 New South, email to [finance@princeton.edu](mailto:finance@princeton.edu), or fax to (609) 258-1982.**  
Questions? Contact [finance@princeton.edu](mailto:finance@princeton.edu).